

DD/M&S Registry  
File *Training 6*

Inspector General  
2E 24 Hqs

Attn:

DD/M&S Registry  
File *Lucas*

Executive Officer to the DD/M&S  
7D 26 Hqs

The attached report of assistance to the United States Secret Service is forwarded as requested by . The requested support appears to be proper and permissible but, in any case, OTR is extremely interested in a definitive position as quickly as possible. Please expedite the request and return to DD/M&S.

*15/D*  
LJD

Att: DD/M&S 74-0685

Executive Officer to the DD/M&S  
7D 26 Hqs

27 Feb 74

EO-DD/M&S:  kmg (27 Feb 74)

Distribution:

Orig RS - Adse w/O&2 of Att

1 - DD/M&S Subject w/cy of Att

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1 - Chrono

DD/M&S 74-0685: Memo dtd 22 Feb 74 to DD/M&S fr DTR, subj: Enrollment of Secret Service Officers in Information Science Courses

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Enrollment of Secret Service Officers in Information Science Courses

FROM:

Director of Training  
1026 Chamber of Commerce

EXTENSION

NO.

DATE

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director for Management and Services  
7D-18 Hqs.

2.

3.

Mr. Blake

4.

5.

6.

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15.

NOTE: On Friday, 22 February, the Training Officer of the U.S. Secret Service called to request guidance on an additional enrollment in the Survey Course which will begin 28 February. This nominee is Mr. Douglas R. Laird, Assistant to the Special Agent in Charge, Secret Service Intelligence Division.

STAT

Talked to [redacted] 2/27/74  
He agrees that it is [redacted] case, but OTR is extremely anxious that a decision be made as quickly as possible  
[redacted]

STAT

ADMINISTRATIVE - INTERNAL USE ONLY

DTR-9684

22 FEB 1974

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Enrollment of Secret Service Officers  
in Information Science Courses

REFERENCE : Memo dtd 21 Aug 73 to DD/M&S fr DTR,  
subj: Application from Secret Service  
for Enrollment in Information Science  
Course

1. Mr. Robert Kyanko, a Training Officer of the Secret Service, has informally requested guidance on the procedures he should follow to enroll in Information Science courses, specifically, the Survey of Intelligence Information Systems Course which will begin May 28.

2. The continuing interest of the U.S. Secret Service in the Information Science courses reflects the benefits that they have realized in the past from putting the training they have received into immediate operational practice. For example, the last Secret Service attendee, Mr. William M. Noonan, who attended the Information Science for Managers Course in April, 1973, was able to use some of the techniques he learned even while attending the course.

3. After Mr. Noonan's participation in the course in April, a request was received for enrollment of a Secret Service officer in a course to be given in the Fall. In response to our request for guidance on how to handle Mr. Noonan's enrollment, Mr. Colby said that pending clarification of relevant legislation a conservative policy should be followed with respect to training non-intelligence community personnel. We informally discussed the situation with the applicant. He was sympathetic to our problem and was satisfied with our decision not to accept his application.

ADMINISTRATIVE - INTERNAL USE ONLY

4. In view of the changing sensitivities with respect to training personnel from agencies and departments with internal U.S. responsibilities, I request your guidance in responding to this most recent request from the Secret Service. The main question here is whether we should respond to the current training request in the same manner we were instructed to deal with the earlier request. If the situation has changed, we need to know if Agency policy would permit Secret Service personnel to enroll in Information Science courses generally, or whether policy strictures require a case by case determination. If enrollment can be generally accepted, we suggest that we be authorized to advise the Secret Service to register their people directly with OTR's Registrar office. If enrollments can be entered only on a case by case basis, we suggest that we inform the Secret Service to have requests forwarded by their Director to the DCI.

5. For your information, we understand that the Secret Service would not place heavy demands on us for spaces in our Information Science courses. The purpose for attendance is consistent with Secret Service needs.

STAT

*for* Alfonso Rodriguez  
Director of Training

## DD/M&amp;S Distribution:

Orig - IG (for return to DD/M&amp;S)

2 - IG

1 - DD/M&amp;S Subject

- 2 -

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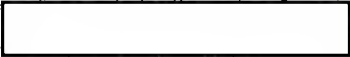
ADMINISTRATIVE — INTERNAL USE ONLY

21 Aug 73

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Application from Secret Service for Enrollment  
in Information Science Course

1. The attached memorandum nominates a Secret Service Special Agent for enrollment in the Survey of Intelligence Information Systems Course starting 17 September 1973.
2. This interagency course, with student and staff participation from CIA, DIA, NSA and Army, Navy and Air Force Intelligence, is designed to introduce professional intelligence personnel to the uses of information handling systems and their application in the Intelligence Community. Each student will be taught to use a computer terminal and to apply computer library programs to intelligence problems. Fundamental techniques applying the principles of Information Science to the solution of intelligence analytic problems will be demonstrated. Field trips to NSA, CIA, and other community agencies will emphasize the role of computer-based intelligence information handling systems. Selected developments throughout the Intelligence Community will be described by members of the Information Science faculty and guest speakers.
3. In view of the current sensitivity with respect to the training of personnel from agencies or departments with internal U.S. responsibilities, I request your guidance in handling this request from the Secret Service. We have had past participation from the Secret Service in this course.

  
Alfonso Rodriguez  
Director of Training

STAT

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# Memorandum

STAT TO :  - Office of Training

DATE: August 10, 1973

FROM : Arnold J. Lau - Office of Training

File: 230.0

SUBJECT: Survey of Intelligence Information Systems Course, September 17 -  
October 5, 1973

Please enroll Douglas R. Laird, Special Agent, Intelligence Division,  
in the subject course. Mr. Laird is a GS-12. His social security  
number is

STAT

*Arnold J. Lau*

Arnold J. Lau *pr*  
Assistant to the Director